



## Summary Information

**Permit No:** F00025147

**Type of Permit:** FILMING

**Release Date:** 03/01/2010

**Production Company** UNIVERSITY OF SOUTHERN CALIFORNIA

**Producer** Mallory Snyder

**Insured Company Name** UNIVERSITY OF SOUTHERN CALIFORNIA

**Director** John Dion

**1st AD** Karen Tahenan

Contact Phone No. 1 213-740-2895

Contact Phone No. 2

Fax 213-740-7308

 Address 851 DOWNEY WAY, HSH 300  
 LOS ANGELES, California 90089

**Production Manager** N/A N/A

**FilmL.A. Coordinator** Marcus Bevans

**Location Manager** Mallory Snyder

Primary Phone Mobile - 310-990-7690

Secondary Phone Office - 424-245-4648

**Production Title** CUPID

**Location Assistant** N/A N/A

Primary Phone Mobile - 555-555-5555

Secondary Phone

**Type of Production** Student

## Fees

FILMLA STUDENT PERMIT FEE SIMPLE \$25.00

**Total Permit Fee** \$329.00

 LA CITY DEPT OF REC AND PARKS PARK  
 MONITOR FEE \$304.00

**Number of Locations** 1



FilmL.A., Inc.  
 1201 W. 5th Street, Suite T-800  
 Los Angeles, CA 90017  
 t: (213)977-8600 - f: (213)977-8601  
 www.filmla.com

## Summary Information

## Location

### Location 1 of 1

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|                           |                                   |                         |                       |
|---------------------------|-----------------------------------|-------------------------|-----------------------|
| <b>Permit Number</b>      | F00025147                         | <b>Location Manager</b> | Mallory Snyder        |
| <b>Production Company</b> | UNIVERSITY OF SOUTHERN CALIFOR... | <b>Primary Phone</b>    | Mobile - 310-990-7690 |
| <b>Insured Company</b>    | UNIVERSITY OF SOUTHERN CALIFOR... | <b>Secondary Phone</b>  | Office - 424-245-4648 |
| <b>Production Title</b>   | CUPID                             |                         |                       |

**Location Address** 4730 Crystal Springs Dr, Los Angeles, CA, 90027

**Location Names** GRIFFITH PARK

**Location Type** Park

**Location Description** LOS ANGELES CITY PARK

**Film Dates** 3/1/2010 - 3/1/2010 10:00 - 17:00

**Open or Closed to the Public** Closed

**Generic Conditions** All vehicles must be parked on private property  
 Must comply with attached Rec & Park Conditions  
 Must Maintain 5' Clearance on Sidewalks/Walkways  
 No Cast and Crew parking on areas streets.  
 No interference with vehicular or pedestrian traffic

**Please see attached document** UNIVERSITY OF SOUTHERN CALIFORNIA- Griffith Trails.pdf

| Equipment on Location | Type               | Quantity | Personnel on Location | Type  | Quantity |
|-----------------------|--------------------|----------|-----------------------|-------|----------|
|                       | Cast/Crew vehicles | 5        |                       | Cast  | 5        |
|                       |                    |          |                       | Crew  | 3        |
|                       |                    |          |                       | Spot  | 1        |
|                       |                    |          |                       | Check |          |

**Filming Activities** Exterior MOS;

**Jurisdiction** **Political:** Los Angeles City - Council District 04  
**Police:** Los Angeles Police Department

**Fire:** Los Angeles City

### Location Notes

**Coordinator Note** RAPG Reservation number 28968  
 Contact: Clarissa

**Coordinator Note** Filming Location: Griffith Park %u2013 West Trail

**Coordinator Note** One park monitor required 10am-5pm per Amy.

**Parking** **Base Camp**  
 Location Type : Location  
 Street :

**Crew Parking**  
 Location Type : Location  
 Street :



## **Film Production Guidelines**

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.

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**(GRIFFITH TRAILS)**

- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permittee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permittee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permittee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.
- Must hand cart or walk all equipment to location.
- May not drive on any trails at any time. No exceptions.
- All hikers and equestrians have right of way at all times.
- Company must post personnel at either side of filming location to warn patrons of upcoming activity.
- OK to use the West Trail. Entrance to trail is at the top of Fern Dell.
- OK to park their vehicles in the Fern Dell Section 9 parking lot.
- Must clean up any debris left over from the piñata.

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